



**EDMONDS' DISABILITY BOARD**  
**Meeting Minutes**  
**Regularly Called Meeting**  
**09/27/18**

**MEMBERS PRESENT:**

Ken Jones, Chair  
Gary McComas, Board Member  
Dave Teitzel, Council Member  
Jim Distelhorst, Citizen-At-Large

**STAFF PRESENT:**

Mary Ann Hardie, Human Resources Director  
Emily Wagener, Human Resources Analyst  
Sharon Cates, City Attorney

**MEMBERS OF THE PUBLIC PRESENT:**

None

**CALL TO ORDER:**

Chair Ken Jones called the meeting to order at 10:08 am. Council Member Diane Buckshnis was unable to attend the meeting.

**APPROVAL OF MINUTES:**

Chair Ken Jones made a motion to approve the 7/19/18 meeting minutes with the change to the minutes to include Board Member Gary McComas [who was present at the meeting] under the "Members Present:" section. Council Member Dave Teitzel seconded the approval of the meeting minutes with the addition of Board Member McComas' name to the minutes. The motion carried.

**DISCUSS AND APPROVE CLAIMS SUMMARY REPORT**

Human Resources Director Mary Ann Hardie explained that there appeared to be no unusual claims expenses for the period 7/1/18 -9/20/18, with the exception that the long term care costs for the year in the same period for 2017 was higher than 2018.

Summary of Current Costs	07/01/2018 - 09/20/2018	
SERVICE	Number of Claims	Total Paid for Service
Dental	1	\$ 175.00
Eyeglasses	1	\$ 249.98
Long Term Care	6	\$ 52,614.75
Medical Services	3	\$ 192.08
Prescription	4	\$ 1,113.02
<b>Grand Total</b>	<b>15</b>	<b>\$ 54,344.83</b>

There was further discussion that followed by the Board about the current claims summary report for the period, the average duration of time in long term care, and about potentially budgeting for additional funds in the Assisted Living/Long Term Care BARS (fund). Ms. Hardie further pointed out that there would need to be an adjustment to the Assisted Living/Long Term Care BARS (fund) for 4<sup>th</sup> quarter (which is also up for discussion as the next item for the Board). Council Member Dave Teitzel inquired as to whether or not the one LEOFF 1 member (of discussion at the 7/19/18 meeting) who was to move to a different assisted living care facility had done so. Ms. Hardie stated that she had not heard, but that a request for reimbursement from the LEOFF 1 had been submitted for August

2018 that did not appear to reflect that he/she had moved from the current facility. Ms. Hardie further explained that the LEOFF 1 member had been notified of the Board's decision immediately following the 6/20/18 meeting. **Chair Jones made a motion to approve claims summary for the period 7/1/18 – 9/20/18 in the amount of \$53,344.83. Council Member Teitzel seconded the motion. The motion carried.**

#### **DISCUSSION OF THE NEED FOR A BUDGET ADJUSTMENT (2018) TO THE ASSISTED LIVING/LONG TERM CARE BARS**

Ms. Hardie explained that, according to cost projections with this fund, that there would be an additional request for a budget amendment for the year in the amount of \$50,000 to ensure that the costs would be covered for the two LEOFF 1 members using assisted living/long term care. There was a short discussion that followed by the Board about whether or not HR had any knowledge that there may be additional LEOFF 1 members needing assisted living/long term care. Ms. Hardie confirmed that there the spouse of a LEOFF 1 member had contacted HR regarding the Board policy for this, so it was possible there could be additional assisted living/long term care costs to the budget next year.

#### **REAPPOINTMENT OF CITIZEN-AT-LARGE JIM DISTELHORST TO SERVE ANOTHER TERM TO THE BOARD**

The Board thanked Jim Distelhorst for his expertise that he provided and service to the Board and appreciated his willingness to serve another term. Citizen-At-Large Distelhorst expressed appreciation to the Board for the opportunity and appreciate expressed by the Board.

**Chair Jones made a motion to reappoint Jim Distelhorst to the Citizen-At-Large position for another term (for the period 10/1/18 – 9/30/20). Council Member Teitzel seconded the motion. Citizen-At-Large Distelhorst abstained from voting. The motion carried by affirmative quorum vote of the three other members.**

#### **POLICY REVIEW**

##### **Dental Expenses, #02-05**

Ms. Hardie explained to the Board that, at the Board's request, she had contacted our LEOFF 1 Medicare supplemental insurance plan broker (Alliant) to find out what dental insurance plans may be available for purchase by the City LEOFF 1 members. For the Board's review, was the information received by the broker which was a combination vision and dental plan with a maximum per calendar year coverage of \$1,000 per member per year (\$100.00 for covered vision services and \$900.00 for covered dental services). Additionally, she was referred by an employee to Costco to look at individual dental plans that can be purchased (for further consideration by the Board) at a cost of \$153.48 per year.

There was discussion that followed by the Board about comparing between the two plans, the logistics of offering an insurance policy and possible revisions to the policy for clarification. **Chair Jones made a motion to approve the following changes to the below Dental Expenses policy (with additions to the language underlined in red below and with redactions noted with a red strike through) based on medical necessity. Council Member Teitzel seconded the motion. The motion carried.**

#### **SUBJECT: DENTAL EXPENSES**

The City of Edmonds LEOFF 1 Disability Board approved an annual benefit for LEOFF 1 members in the amount of up to \$175.00 annually for any dental service charges or dental insurance premiums,. This benefit runs on a calendar year from January 1 through December 31 on a "use it or lose it" basis.

To receive a reimbursement under this policy, documentation of dental expenses or dental insurance premiums must include, at a minimum, the following information:

##### Dental Expenses

- Date of Service
- Name of Dental Provider
- Total cost of Dental Service/Charge

- Full Name of Person for Whom Service Was Provided
- Proof of Payment

#### Dental Insurance Premiums

- Invoice
- Proof of Payment

Documentation must be submitted to the Disability Board within a 12 month period from the date of service or premium payment to be considered eligible for reimbursement under this policy.

**NOTE:** Any special needs above and beyond the dollar amount set in this policy are subject to appeal by the LEOFF 1 member to the City of Edmonds Disability Board with appropriate medically necessary documentation. This policy will be reviewed by the Disability Board on an annual basis.

#### **Eye Glasses or Contact Lenses, #03-02**

Ms. Hardie explained that the Board had requested (at the last meeting) that City Attorney Sharon Cates provide an updated, draft version of the Eye Glasses or Contact Lenses policy, #03-02, based on the City of Renton's Disability Board policy for the same services.

There was some discussion that followed by the Board, including adding vision insurance premiums to expenses for reimbursement in the policy. There was additional discussion that followed about refraction charges with eye exams which was determined to be included in the policy. **Council Member Teitzel made a motion to approve the following changes to the below now Vision Services policy (with additions to the language underlined in red and blue below and with redactions noted with a red strike through) based on medical necessity. Citizen-At-Large Distelhorst seconded the motion. The motion carried.**

#### **SUBJECT: VISION SERVICES, #03-02**

The City of Edmonds LEOFF 1 Disability Board approved an annual benefit in the amount of \$225.00 to be used towards the purchase of vision correcting lenses and/or services or vision insurance premiums. This benefit runs on a calendar year from January 1 through December 31 on a "use it or lose it" basis. The stated benefit expires at the end of each year and cannot be "rolled over" to the following year.

Benefits for vision correcting lenses or services are available only when lenses or services are prescribed by a licensed optometrist or ophthalmologist, and are subject to the following maximums:

- \$225.00 annual limit applies to lenses, frames, tinting and/or contact lenses; includes refractive/laser eye surgery.
- One eye exam per year shall be paid in full.
- Replacement for breakage or loss will be reviewed on a case-by-case basis.
- Eligible payments will be reduced by any amount received or eligible to be received by Medicare, insurance provided by the City or another employer, pension plan, or other similar source.
- Reimbursement of co-pays.

To receive a reimbursement under this policy, documentation of the vision correcting lenses and/or services or vision insurance premiums must include, at a minimum, the following information:

Vision Expense:

- Date of Service
- Name of Eye Care Provider
- Total cost of the Service/Charge
- Full Name of Person for Whom Service Was Provided
- Proof of Payment

Vision Insurance Premiums:

- Invoice
- :Proof of Payment

Documentation must be submitted to the Disability Board within a 12 month period from the date of service to be considered eligible for reimbursement under this policy.

**NOTE:** Any special needs above and beyond the dollar amount set in this policy are subject to appeal by the LEOFF 1 member to the City of Edmonds Disability Board with appropriate medically necessary documentation. This policy will be reviewed by the Disability Board on an annual basis.

#### **Long Term Care Reimbursement, #08-11**

There was some discussion that followed by the Board, regarding this policy as well as whether or not there were any additional options available to LEOFF 1 retirees for LTC through the City. Ms. Hardie stated that the City had looked into this, but that it was cost-prohibitive, but that she would contact the LEOFF 1 Medicare supplemental insurance plan broker to find out if there were any other options available. The Board requested to review this policy again at the next meeting (based on the possibility that there may be LTC insurance available to consider). The Board further discussed changes to the policy, but deferred approval of the policy with changes for the January 2019 meeting (pending further information on any LTC plan options available to LEOFF 1 members).

#### **Reimbursement of Prescriptions for Male & Female Sexual Dysfunction, #13-17**

There was some discussion that followed by the Board about this policy. **Council Member Teitzel made a motion to approve the Reimbursement of Prescriptions for Male & Female Sexual Dysfunction, #13-17 in red below. Chair Jones seconded the motion. The motion carried.**

- The Board has placed a cap of \$250 per calendar year on the reimbursement of such prescriptions.

#### **OTHER**

There was some discussion that followed by the Board about the 1<sup>st</sup> quarter, 2019 meeting date. The Board requested that Ms. Hardie send some dates out for the Board's consideration.

**Chair Jones adjourned at 11:15 am.**